



To: Real Estate Department Partners

Notice: **RED-14-17**

From: Real Estate Department- Compliance & Asset Management

Date: April 22, 2014

Re: **Compliance Trainings – June, August, and November**

IHCDA's remaining compliance trainings for the year will be hosted in **Paoli, IN on June 17th and 18th, Richmond, IN on August 19th and 20th, and Portage, IN on November 11th and 12th**. The 2014 compliance trainings will again be taught by the experienced trainers of Zeffert & Associates (formerly known as Compliance Solutions).

The June and November trainings are a revamped course entitled **“Compliance for Property Managers.”** This two-day compliance training is targeted for property managers of Section 42 low-income housing tax credit and/or HOME-assisted rental properties. The first day and half covers eligibility, including detailed discussions on student status, calculating/verifying income, and calculating/verifying assets. The last half-day covers fair housing, including protected classes, reasonable accommodations, and reasonable modifications. Participants will learn through a combination of lecture style presentation and hands-on individual and group activities.

The first August training entitled **“Advanced Tax Credit Compliance”**, teaches special Section 42 program rules including but not limited to: applicable fraction, minimum set-aside, next available unit rule, vacant unit rule, unit transfers, and general public use. The training includes a number of workshops and in-class activities. This course covers a large amount of information and is targeted to compliance specialists and experienced onsite property management staff.

The second August training entitled, **“Preparing for an IHCDA Physical Inspection”**, details what to expect from a physical inspection of your property and how IHCDA applies the Uniform Physical Condition Standards (UPCS). The training includes a photo presentation showing common deficiencies identified during inspections. This course is ideal for onsite property management staff including maintenance staff as well as compliance specialists.

30 S. MERIDIAN ST. SUITE 1000 - INDIANAPOLIS, IN 46204 - [HTTP://IHCDA.IN.GOV](http://ihcda.in.gov)

P: 317.232.7777 - F: 317.232.7778 - TF: 800.872.0371



EQUAL OPPORTUNITY EMPLOYER AND HOUSING AGENCY

State of Indiana
Lieutenant Governor
Sue Ellspermann



Registration is \$175 for the two-day June and November events and \$90 per single-day August event. This includes a hardcopy of IHCDA's Compliance Manual, a training manual/workbook, and morning refreshments.

Click below for more information or to register.

[June – Compliance for Property Managers](#)

[August – Advanced Tax Credit Compliance](#)

[August- Physical Inspection Training](#)

[November- Compliance for Property Managers](#)



30 S MERIDIAN ST., SUITE 1000 - INDIANAPOLIS, IN 46204 - [HTTP://IHCDA.IN.GOV](http://ihcda.in.gov)

P: 317.232.7777 - F: 317.232.7778 - TF: 800.872.0371

EQUAL OPPORTUNITY EMPLOYER AND HOUSING AGENCY

State of Indiana
Lieutenant Governor
Rebecca S. Skillman

